



Frequently Asked Questions

MT. LEBANON COMMUNITY FOUNDATION
Founding Families Campaign





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Why does Mt. Lebanon need a Foundation?

"Things seem fine here...I already pay a lot of taxes...doesn't the municipality take care of that?" When you saw "Mt. Lebanon Community Foundation," did any of these thoughts cross your mind? If so, consider this: community Foundations exist to help people improve and sustain the quality of life in their communities. As tax exempt public charities, they allow individuals, families, and businesses to create permanent funds that address the needs they see around them.

Mt. Lebanon can benefit from an Foundation because:

- **It's working in other areas.** Over 700 communities across the country have embraced the community Foundation model to provide them with permanent resources. From small towns to big cities, committed donors are coming together to augment, strengthen, and preserve their communities.
- **Affluence is not automatic.** The region is littered with once-affluent areas that have suffered long-term decline as they became unable to financially support and maintain their neighborhoods. The same thing can happen here if we do not consciously work together to preserve this community.
- **Taxes can't do it all.** For the last 5 years, revenues generated within the Municipality have been flat, while costs continue to rise. This means that over time there will be less money available to maintain anything beyond key services.

Mt. Lebanon is a unique place, and we all want it to remain an exceptional community for generations to come. Mt. Lebanon Community Foundation can help you ensure that it does.

What are the benefits of giving through Mt. Lebanon Community Foundation?

Unlike other investment options, Mt. Lebanon Community Foundation knows this community and shares your interest in preserving its future. Giving through Mt. Lebanon Community Foundation offers several benefits:

- **Support Your Community:** Many of us think nothing of making donations to our alma maters because of the great experiences we had during our time there. Mt. Lebanon Community Foundation allows you to provide that kind of support to the community in which you have grown up, lived, worked, or raised your family.
- **Personalized Service:** Staff and board are here to help you accomplish your charitable goals, and will work with you one-on-one to ensure that your objectives are met.

- **Simplicity:** Mt. Lebanon Community Foundation provides an easy and effective way to support all of the groups and issues that you care about through a single organization.
- **Stewardship:** There is always a chance that a nonprofits' leadership or mission may change over time. Establishing a fund at Mt. Lebanon Community Foundation instead of directly with the nonprofit assures that if changes occur, your money can be reallocated according to the your original intent.
- **Maximum Impact:** Giving to Mt. Lebanon Community Foundation allows you to ensure that your money goes to the causes that are most important to you. Mt. Lebanon Community Foundation is able to channel resources to address our community's needs so that your money can have the maximum impact locally.
- **Share Your Values:** Establishing a fund with a Community Foundation is a great way to share your values with your children, grandchildren, and other members of your family. Not only can you instill an ethic of philanthropy in future generations, but families can make decisions together about grant recipients.
- **Tax deductible:** Giving to Mt. Lebanon Community Foundation allows you to take advantage of the maximum tax advantages associated with your gift.

What is a Founding Family?

Mt. Lebanon Community Foundation is looking for individuals, families, businesses, and organizations to establish the initial funds that will make up our community's permanent Foundation. These initial donors will forever be known as the Founding Families of the Foundation.

If you establish a fund during the Founding Families Campaign, you will receive the following benefits that may not be available to future donors:

- Permanent recognition as a Founding Family in Mt. Lebanon Community Foundation materials and publications, including future annual reports and promotional items.
- A family biography permanently housed on the Foundation website
- Ability to build your fund up to the minimum balance over time

- Automatic membership on the Mt. Lebanon Community Foundation Donor Advisory Board
- Invitation to Mt. Lebanon Community Foundation Special Events

What kind of donation is right for me?

Mt. Lebanon Community Foundation offers several options to fit your philanthropic objectives. You may make a small donation or establish an endowed fund in your name, in the name of a loved one, or anonymously. We will be happy to work with you to determine your philanthropic goals and identify the best funds to meet them.

I want to give to Mt. Lebanon Community Foundation through the United Way.
You may give to the Lebo Fund by using Mt. Lebanon Community Foundation's United Way Contributor Choice number: 9940735.

I want to make a donation to Mt. Lebanon Community Foundation, but do not wish to establish a named fund.

*Mt. Lebanon Community Foundation accepts gifts of all sizes for the **Mt. Lebanon Community Impact Fund**, which is used by the Board of Directors to address current and emerging needs in the community. Funds donated to the Lebo Fund are invested, and the annual earnings are used for grant making.*

I want my fund to have the flexibility to give to the area of greatest need, now and in the future.

*A gift to the **Mt. Lebanon Community Impact Fund** allows your charitable contribution to ensure the best quality of life for your community. To establish a fund in the Lebo Fund, you irrevocably transfer assets to the Mt. Lebanon Community Foundation. The assets are invested, and the annual earnings are used by the Board of Directors to address current and emerging charitable needs.*

I want to continue to make recommendations to the Foundation about the purpose or recipients of the grant.

*By establishing a **Donor Advised Fund**, you irrevocably transfer assets to Mt. Lebanon Community Foundation. The assets are invested and the annual earnings are available for grant making.*

In a Donor Advised Fund, you will be able to participate actively in the grant making process by offering recommendations to the Board of Directors as to the purpose or recipients of the grant. The Board of Directors must approve these recommendations to ensure that any grants are consistent with the overall mission and vision of the Foundation.

I want to give money to a specific agency/nonprofit that is important to me.

A **designated fund** allows you to establish a fund that will support a specific organization(s) in perpetuity. Assets are irrevocably transferred to Mt. Lebanon Community Foundation. The assets are invested, and earnings from the investments are distributed on a regular basis to the nonprofit organization that you have designated.

I want to give money to different agencies in areas that are important to me such as the arts, youth, programs, etc.

A **field of interest fund** allows you to direct the Community Foundation to make grants to organizations in specific fields such as the arts, education, athletics, etc. Assets are irrevocably transferred to Mt. Lebanon Community Foundation and invested. The annual earnings from the assets are disbursed on a regular basis. Mt. Lebanon Community Foundation's Board of Directors chooses the specific recipient within the designated field of interest.

I want to build a Foundation for my nonprofit.

An **agency fund** allows nonprofit organizations to establish permanent funds without the extra work needed to manage and maintain your own Foundation. In an agency fund, assets are irrevocably transferred to MLCE. Assets are invested and earnings of the investments would be distributed to your organization on an annual basis.

If you wish to have donors contribute to your fund at MLCE, we can establish a designated fund that will work in conjunction with your agency fund.

I do not want an endowed fund; I just need some assistance managing donations and funding for a specific, short-term project.

A **project** allows you to work with Mt. Lebanon Community Foundation to raise funds for and complete a charitable project. Mt. Lebanon Community Foundation provides a variety of services for a fee pursuant to an executed Project Services Agreement. For an annual fee you will be able to pass tax benefits along to donors, and receive up to 20 hours of staff time that includes the use of the Foundation's infrastructure, bookkeeping assistance, gift acknowledgement, and the ability to apply for outside grants for your project.

How do I establish an endowed fund?

To establish a fund, simply contact Mt. Lebanon Community Foundation and we will help you determine the best fund for you and walk you through the necessary paperwork.

Each type of fund requires a specific minimum starting balance, detailed on the next page. If you choose to establish a fund during the Founding Families campaign, you can take up to 5 years to get to your fund minimum. For example, you can start a Donor Advised Fund and contribute \$5,000 each year for 5 years to reach the \$25,000 minimum.

Type of Fund	Minimum Starting Balance	Minimum Starting Balance to be Founding Family
Community Impact Fund - Unnamed	No Minimum	N/A
Community Impact Fund - Named Fund	\$5,000	\$10,000
Donor Advised Fund	\$10,000	\$25,000
Designated Fund	\$10,000	\$25,000
Field of Interest Fund	\$10,000	\$25,000
Agency Fund	\$10,000	\$25,000
Project	\$10,000	N/A

What can I give to establish my fund?

There are many ways for you to make a contribution to the Mt. Lebanon Community Foundation and you should choose the method that best meets your personal philanthropic objectives. You should also speak with your personal financial or estate planner to best understand the implications of your gift.

For the Founding Families Campaign, Mt. Lebanon Community Foundation will be accepting gifts of cash and securities.

What types of investments do you offer?

Currently, Mt. Lebanon Community Foundation's portfolio is a balanced portfolio made up of approximately 60% equities and 40% bonds. The investments are divided among 11 asset classes and the portfolio is rebalanced annually.

As we grow, we will be able to offer additional investment options to our donors.

How are my investments managed?

There are three entities responsible for managing the money you invest with the Foundation.

- 1. Investment Committee** - The strategy and oversight for the investments is driven by the Investment Committee, which is a stand-alone sub-

committee of the Board of Directors. The committee's responsibilities include establishing policies and procedures, choosing an entity to manage the assets, oversight of the investment process, determining the risk and return objectives, and deciding the types of investments permitted in the portfolio.

- 2. Custodian and Investment Manager** - Your investments will be held and managed by The Vanguard Group ("Vanguard"). As a well-known and respected investment firm, Vanguard provides both a broad platform of investments and years of experience helping organizations like Mt. Lebanon Community Foundation manage their assets.
- 3. RecordKeeper** - Northeast Retirement Services ("NRS") will serve as the record keeper, ensuring that all account activity is accurately recorded for every donor. NRS will also produce quarterly statements for all our donors, allowing you to track your fund's growth and what money is available for grant-making.

What are your administrative fees?

Mt. Lebanon Community Foundation strives to keep fees low to ensure that your money will have the maximum philanthropic impact. Our fee structure varies depending on the type of fund that you establish and amount of assets in the fund:

Type of Fund	First \$500,000	\$500,000-\$1,000,000	Over \$1,000,000	Over \$2,000,000
Unrestricted Fund	1.25%	1.25%	1.25%	1.25%
Donor Advised Fund	1.25%	1%	0.75%	Negotiable
Designated Fund	1%	0.75%	0.50%	0.50%
Field of Interest Fund	1.5%	1%	1%	1%
Agency Fund	1%	0.75%	0.50%	0.50%

These fees do not include costs associated with investments. Internal investment expenses are approximately 0.20%.

When can I make grants?

For Donor Advised Funds, grants may be made as soon as the earnings and contributions to your fund exceed the minimum starting balance. The grants to be made must not cause your fund balance to dip below the minimum starting balance. MLCE will process grants starting at \$250.00.

For all other funds, grants will be made as soon as the earnings and contributions exceed the minimum starting balance, and will be disbursed based on a schedule established by Mt. Lebanon Community Foundation's Board of Directors.

About Mt. Lebanon Community Foundation

Mt. Lebanon Community Foundation was conceived by the community's Board of Commissioners in early 2002. Originally known as Mt. Lebanon Community Endowment, the Mt. Lebanon Community Foundation is an established 501(c)(3) charitable organization and has begun the process of building its permanent fund.

Incorporated as an independent organization, MLCE works to build a permanent fund to support Mt. Lebanon and its unique character.

The founders began recruiting additional members for the Board of Directors, drawing from leaders within the community. As the Board was developed, they began to focus the organization's mission and vision. This focus led to three areas of emphasis for the Foundation:

- 1. Families and Children:** To promote programs and services that provide families with the help they need to be strong and functional. The Foundation will support programs and activities for youth that enable them to develop intellectually, physically, emotionally, and socially.
- 2. Senior Citizens:** To fund programs that provide senior citizens with opportunities to employ their energy and creativity. The Foundation will support efforts that address the social and physical needs of older residents so that none lack access to services and activities of their choosing.
- 3. Community Life:** To sustain and enhance the amenities that make Mt. Lebanon a good place to live. The Foundation will provide support for cultural, artistic, aesthetic and recreational programs and institutions, and shall fund efforts that promote community and civility.

With its highly rated school system, strong athletic programs, extensive green spaces, flourishing commercial districts and uniquely enriching extracurricular offerings, Mt. Lebanon is a community with character, and the Foundation presents an opportunity for donors to make contributions that will directly impact the programs about which they are most passionate.



United Way Contributor Choice: 9940735

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